

Institute for  
**Economic**  
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# SUPPLIER/VENDOR NETWORK

## FREE EXPERT CONSULTATION

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**Affordable Workshops**  
**Market & Industry Research**

***Build Capacity  
and  
Grow your Business!***

## 2007 SUPPLIER/VENDOR WORKSHOP SCHEDULE

		<b>Get Started in Government Contracting</b>	<b>\$25</b>
<b>January</b>	<b>9</b>	If you want to sell your products or services to federal agencies, this is the place to start! Learn how the government buys and how to reach the buyers! <i>Not only for beginners - great refresher for experienced companies.</i>	
		<b>How to Respond to Government Request for Proposal (RFPs)</b>	
		<i>Learn how to respond effectively to RFPs. Be ready to negotiate terms and conditions.</i>	
<b>January</b>	<b>23</b>	<b>Technical Proposals:</b> Create a strong presentation for your company's capabilities. Learn the proposal format and identify key elements in the evaluation requirements.	<b>\$25</b>
<b>February</b>	<b>6</b>	<b>Cost Proposals:</b> Ensure that you get a profit from government work. Learn how to determine G&A and Overhead Costs, and how to follow Government Approved Accounting Procedures.	<b>\$25</b>
		<b>Preparing a GSA Schedule Application</b>	<b>\$25</b>
<b>February</b>	<b>20</b>	GSA is the acquisition tool of choice for government buyers. Improve your ability to compete for government contracts by getting your own schedule. <i>Basic introduction.</i>	

TIME: 1:30 - 4:30 PM  
PLACE: U.S. Small Business Administration  
San Antonio District Office  
17319 San Pedro, Bldg 2, Ste 200  
San Antonio, TX 78232

**REGISTER TODAY!**  
210.458.2458

## SPECIAL OPPORTUNITY FOR LEAD GENERATION !

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